

1 PLAN COMMISSION MEETING MINUTES  
2 TUESDAY, APRIL 19, 2016  
3 Sister Bay-Liberty Grove Fire Station -2258 Mill Road  
4

5 The April 19, 2016 meeting of the Plan Commission was called to order by Chairperson Dave  
6 Lienau at 5:34 P.M.

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8 **Present:** Chairperson Lienau and members Scott Baker, Nate Bell, Don Howard and Marge  
9 Grutzmacher.

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11 **Excused:** Eric Lundquist

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13 **Others:** Denise Bhirdo, Ron Kane, Tom Brown, Jackson Parr and John Clove

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15 **Staff Members:** Village Administrator Zeke Jackson and Assistant Administrator Janal  
16 Suppanz

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18 **Comments, correspondence and concerns from the public:**

19 Lienau noted that no new correspondence had been received and then asked if anyone  
20 wished to comment regarding a non-agenda item. No one responded.

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22 **Approval of the agenda:**

23 *A motion was made by Baker, seconded by Grutzmacher that the Agenda for the April 19, 2016*  
24 *meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

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26 **Approval of minutes as published:**

27 **As to the minutes for the April 12, 2016 meeting of the Plan Commission:**

28 *A motion was made by Grutzmacher, seconded by Howard that the minutes for the April 12, 2016*  
29 *meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

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31 **Business Items:**

32 **Item No. 1. Discussion on the “Schaffer Property” architectural proposal by Bill**  
33 **Anderson; Consider appropriate motions for action:**

34 *Bill Anderson informed Jackson that he was not ready to make an architectural presentation at this*  
35 *time, and, therefore, it was the consensus that this agenda item should be tabled.*

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37 **Item No. 2. Presentation on a draft text amendment to the Sister Bay Zoning Code**  
38 **regarding location of utilities in the right-of-way; Consider a motion to hold a public**  
39 **hearing on the proposed text amendments:**

40 **Item No. 4. Discussion regarding matters to be placed on a future agenda or**  
41 **referred to a Committee, Official or Employee:**

42 State Statutes dictate that as long as proper notice is given and proper documentation  
43 filed, utilities may be erected in cities, towns and villages throughout the State unless  
44 a municipality has a regulation precluding a particular location based on the  
45 municipality's police powers. The Village just spent a considerable amount of money  
46 to bury the power lines downtown and requires that utilities for any new structures  
47 be buried, and, therefore, erection of any new poles/towers, especially in the

1 downtown area, would be quite problematic and counter-productive. A draft of  
2 Zoning Code text amendments which pertain to placement of utilities in the right-of-  
3 way was included in the meeting packets, and the Commission members jointly  
4 reviewed that document. If the regulations are approved no poles would be  
5 permitted within the boundaries of TID No. 1. Further, after April 1, 2016 poles  
6 which do not exceed 35 feet and will be placed in the right-of-way in other areas of  
7 the Village would require a permit, and poles exceeding 35 feet in height could be  
8 allowed in those areas if a Conditional Use Permit is issued. During the review  
9 process a few grammatical revisions were suggested and Jackson took note of them.

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11 Howard voiced concerns about the implications the proposed regulations could have  
12 on people wishing to build new structures on their property.

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14 *A motion was made by Bell, seconded by Grutzmacher that at a future meeting of the Plan*  
15 *Commission a public hearing shall be conducted on the draft text amendment to the Sister*  
16 *Bay Zoning Code regarding location of utilities in the right-of-way. Motion carried – All*  
17 *ayes.*

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19 **Item No. 3. Report by the Zoning Administrator regarding development activities, various**  
20 **enforcement actions, and issuance of Sign and Zoning Permits:**

21 Jackson indicated that he didn't have anything further to report at this time.

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23 **Adjournment:**

24 *A motion was made by Grutzmacher, seconded by Howard to adjourn the meeting of the Plan*  
25 *Commission at 6:10 P.M. Motion carried – All ayes.*

26  
27 Respectfully submitted,

28 

29 Janal Suppanz,  
30 Assistant Administrator